



Department of General Services
Procurement Division
P.O. Box 989054
West Sacramento, CA 95798-9054

STATE OF CALIFORNIA

MULTIPLE AWARD

CONTRACT

Supplement #3

October 10, 2002

CONTRACT NOS:	MAC 5-01-70-01, 02, 03, 04, 05, 06, 07, 08
COMMODITY:	GEOGRAPHIC INFORMATION SOFTWARE (GIS), MAINTENANCE, AND OTHER RELATED SERVICES
CONTRACTORS:	IDENTIFIED IN SECTION III INSIDE
EFFECTIVE:	JULY 17, 2001 TO JULY 16, 2004
DISTRIBUTION CODE:	EDP CONTRACT LIST, PLUS TELECOMMUNICATIONS DIVISION'S COMMUNICATIONS REPRESENTATIVE LIST PLUS BUSINESS SERVICES OFFICE'S (BSO) LIST PLUS LOCAL AGENCY MAILING LIST

The purpose of this supplement is to incorporate the applicable changes to the Ordering Instructions (User Guide) as affected by the MM 02-19, dated August 20, 2002 and to change the Administrative Fee from 1.21% to 1.93%.

DEPARTMENT OF GENERAL SERVICES CONTACT FOR THIS CONTRACT

IS TOM ABEYTA, October 10, 2002
PHONE: (916) 375-4491
FAX NUMBER: (916) 375-4490

**DIANA LABONTE, ACTING MANAGER
TECHNOLOGY ACQUISITIONS SECTION**

The purpose of this supplement is to incorporate the applicable changes to the Ordering Instructions (User Guide) as affected by the MM 02-19, dated August 20, 2002, and to change the Procurement Division Administrative Fee from 1.21% to 1.93%.

J. ORDER PLACEMENT/DGS-PD FEE

You may place your order anytime during the effective periods of this contract. The current contract is effective from July 17, 2001 through July 16, 2004, with the option for two (2) one-year extensions.

State agencies must use a STD 65 (Contract/Delegation Purchase Order) or Form GSOP-206-GIS to place an order. Local agencies may use either the GSOP-206-GIS or a local agency purchase order. A sample of the GSOP-206-GIS is included in Section IV. State and Local agencies will be charged a fee and they agree to pay the State's fees charged for these services. The current State fee is 1.93% of the contract amount. Should the project dollar amount increase after the initial contract, 1.93% of the additional amount is also due to DGS-PD.

K. ORDER INITIATION

The ordering agency may be required to coordinate with the applicable units within and outside of their agency (i.e., Procurement, Business Services, Department of Finance, Contracts, etc.). There may be other forms or documentation that needs to be completed. Once you have obtained the appropriate approvals, you may submit an order to the contractor. State agencies must complete a STD 65. or GSOP-206-GIS, filled out according the ordering procedures in Section II. Local Agencies may use the State's GSOP-206-GIS or may use their own ordering documentation but there documentation must contain at a minimum the same information as listed on the State's GSOP-206-GIS.

K(1). ORDER LIMITS

Effective immediately, all orders are subject to Management Memo 02-19, dated August 20, 2002, where applicable.

If an ordering agency already has a GIS product in-house and is just continuing the maintenance, the agency does not need to compete the order. The agency does not need to complete a Non-Competitive Bid (NCB) form nor a Notice of Contract Award form and is not subject to the paragraph below "Orders Restrictions, For Orders Less Than \$500,000.

If an ordering agency does not have a GIS product in-house, they need to develop their requirements and get three quotes before placing an order. For orders over \$250,000, approval by the Department Director or immediate next ranking official is required.

K(2). ORDER RESTRICTIONS

The pool of contractors included in this contract has been approved to provide Geographical Information Software (GIS), maintenance, and other related services.

MANAGEMENT MEMO 02-19, ISSUED ON AUGUST 20, 2002, INCLUDED NEW PROCEDURES RELATED TO THE USE OF MASTER AGREEMENTS. THESE NEW PROCEDURES SUPERSEDE PREVIOUSLY ISSUED ORDERING PROCEDURES. IF AMENDMENTS TO THIS MANAGEMENT MEMO ARE ISSUED, ANY CHANGES IN THOSE AMENDMENTS WILL APPLY ALSO. PLEASE REFER TO THE MANAGEMENT MEMO FOR SPECIFIC DETAILED INFORMATION. HOWEVER, THE FOLLOWING SUMMARY INFORMATION MUST NOW BE ADHERED TO.

For Orders in Excess of \$500,000

1. Obtain approval of DGS to exceed the \$500,000 ordering limit; request must include how effective competition will be assured. Other areas that should be addressed when requesting approval would be details regarding the estimated dollar value of the project, how the needs of the state would be best served by not “formally” bidding the project to the entire open market of vendors, details regarding how the project will be managed, its timeline, and the qualifications of the staff who will run the competition for award. Additional measures may be required by DGS.
2. All qualified suppliers must be contacted. This will provide agencies an opportunity to review and evaluate various contractor proposals. After review and evaluation of proposals, the ordering agency should be able to determine which contractor offered the best value and award the contract.
3. All orders must be reported to DGS within five working days using the “Notice of Contract Award” form.

For Orders less than \$500,000

1. Solicit and obtain a minimum of three offers including one small business if applicable. This will provide agencies an opportunity to review and evaluate various contractor proposals. After review and evaluation of proposals, the ordering agency should be able to determine which contractor offered the best value and award the contract. If less than three offers are received, documentation of solicitation methods must be included with contract reporting to DGS. If only one source is known (competing offers cannot be obtained), the non-competitive bid contract process must be followed.
2. All orders exceeding \$250,000 must be reported to DGS within five working days using the "Notice of Contract Award" form.

There shall only be one contractor per order. Copies of approved orders shall be sent to the Department of General Services, Procurement Division, Technology Acquisitions. If an ordering agency wishes to rehire a Contractor, a new order must be executed. Additionally, the Notice of Contractor Award (NCA) must be submitted for all orders issued in excess of \$250,000 (refer to Management Memo 02-19 for further information).

The ordering agency will be required to send either a copy of the appropriate "approval document" (i.e.: Department of Finance, etc.) or reference the approved project # on the MSA order form when sending copies of an order to DGS/PD/Technology Section for reporting and billing purposes.

L. LIST OF CONTRACTORS

CONTRACTORS	SUB-CONTRACTORS
Applied Planning International, Inc. Attn: James D'Amato 5300 Lennox Avenue, Suite 100 Bakersfield, CA 93309 (661) 634-9100 (Telephone) (661) 634-9600 (Facsimile) jdamato@api-corp.com www.api-corp.com FEIN #88-0340026 VIN 700686 REF #0021803 (Certified Small Business)	No Subcontractors
BTG, Inc. Attn: David Ramirez 3070 Skyway Drive, Unit No. 102 Santa Maria, CA 93455 (805) 739-1860 (Telephone) (805) 850-897-5388 (Facsimile)	No Subcontractors

dramirez@btg.com www.btggis.com FEIN #54-1194161 VIN #379781	
DLT Solutions Attn: Craig P. Abod 360 Herndon Parkway, Suite 700 Herndon, VA 20170 (703) 709-7172 (Telephone) (703) 709-8450 (Facsimile) craig.abod@dlt.com www.dlt.com FEIN #54-1599882 VIN #705277	Autodesk, Inc. Earth Resource Mapping Kanotech Information Systems Oracle Corporation
Farallon Geographics, Inc. Attn: Tim Eckard 910 Harrison Street, 2 nd Floor San Francisco, CA 94107 (415) 227-1140 (Telephone) (415) 227-1148 (Facsimile) teckard@fargeo.com www.fargeo.com FEIN #94-3278601 VIN #741527	No Subcontractors
Geo InSight International, Inc. Attn: Jennifer Hill 1015 Mark Avenue Carpinteria, CA 93013-2912 (805) 745-1952 (Telephone) (805) 745-1752 (Facsimile) jhill@geoinsight.com www.geoinsight.com FEIN #77-0362390 VIN #661057	No Subcontractors
Hansen Information Technologies, Inc. Attn: Craig Hansen 1745 Markston Road Sacramento, CA 95824 (916) 921-0883 (Telephone) (916) 921-6620 (Facsimile) craig.hansen@hansen.com	No Subcontractors

www.hansen.com FEIN #94-2913642 VIN #702376	
Intergraph Mapping and GIS Solutions, Intergraph Corporation Attn: Rick D. Ray 170 Graphics Drive Huntsville, AL 35758 (256) 730-6276 (Telephone) (256) 730-1832 (Facsimile) rdbray@ingr.com www.intergraph.com FEIN #63-0573222 VIN #264136	No Subcontractors
MapInfo Corporation Attn: Sabby Nayar One Global View Troy, NY 12180 (518) 285-7299 (Telephone) (518) 285-7029 (Facsimile) sabby.nayar@mapinfo.com www.mapinfo.com FEIN #06-1166630 VIN #741537	Terranova International

M. STATE OF CALIFORNIA CONTACT

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